



The Shallotte Planning Board met for their regularly scheduled meeting on August 12, 2025 at the Shallotte Town Hall Meeting Chambers with Chairman Richard Gannaway presiding.

Members Present: Edward Springer, Maria Paslick, Melodie Bryant, Richard Gannaway and Amanda Dunn.

Members Absent: Ron Johnson and Amy Causey

Staff Present: Robert Waring, Brandon Eaton and Debra White

Aldermen Liaison: Jimmy Belamy

1. Agenda Amendment: None

2. Public Comments None

3. Approval of Agenda:

Melodie Bryant motioned to approve the agenda as presented, seconded by Amanda Dunn. The motion passed 5 yes, 0 no.

4. Approval of Minutes:

Maria Paslick motioned to approve the July 8, 2025 minutes as read, seconded Edward Springer. The motion passed 5 yes, 0 no.

5. Conflict of Interest Statement

The Chairperson ask the Board members if they have any potential conflict of interest with the items on the agenda per NCGS 160D-109.

There was no conflict of Interest.

6. Presentation –Transportation Project Manager, Andrew Babb, with Bolton & Menk, Inc., presented an update on the Shallotte Collector Street Plan.

7. Zoning Map Amendment: REZ 25-13 - David Summerlin has submitted an application for rezoning of property located at 117 Al St. (PID # 198AB006) on behalf of property owners, David & Ellen Frazee. The property owners have requested that this parcel be zoned Central Business (CB). The property is currently zoned Residential (R-10).

Action Taken:

Maria Paslick motioned to recommend approval to Board of Aldermen of the rezoning of property located at 117 Al St. (PID # 198AB006) from R-10 to CB. Motion seconded by Melodie Bryant. The motion passed 5 yes 0 no.

Amanda Dunn motioned that the Shallotte Planning Board adopt the Statement of Consistency as read, seconded by Melodie Bryant. The motion passed 5 yes, 0 no.

8. Zoning Map Amendment ANX 25-21 - Thamesmen Village - Planned Unit Development.

Mr. Brian Fler, on behalf of Aubrey & Amanda Faatz has submitted an application for the annexation & rezoning of property located along Bay Rd. (PID # 2290003505) 22.28-acres.

The property owner has requested that the property be rezoned into the Town's Planned Unit Development (PUD). Their master plan consists of 66 single family lots & maximum proposed density of 3 units/acre. The site meets the minimum size requirement for a PUD and provides the appropriate amount of open space.

Action Taken:

Maria Paslick motioned to recommend approval to Board of Aldermen of the rezoning of property located along Bay Rd. (PID # 2290003505) 22.28-acres from County R-75 to PUD. Motion seconded by Melodie Bryant. The motion passed 5 yes 0 no.

Maria Paslick motioned that the Shallotte Planning Board adopt the Statement of Consistency as read, seconded by Amanda Dunn. The motion passed 5 yes, 0 no.

9. Zoning Text Amendment: TXT 25-24 - Staff Initiated Text Amendment to Town of Shallotte Unified Development Ordinances, Article 2, Section 2-2, Article 10, Tables 10-1 & 10-2, & Article 10, Section 10-3 (I).

The proposed amendment also establishes and defines two categories of multi-family uses, major and minor, allowing for minor multi-family projects "by right" and to be approved administratively.

This text amendment was reviewed by the Board of Alderman on 8/5/2025. At the request of the Board of Aldermen, the proposal also establishes additional language preventing developments from utilizing project phasing and/or adjacent properties in like ownership to circumvent the major/minor categorization process detailed within. The staff added the text below:

(6) Other regulations.

- (a) Adjacent parcels in the same or joint ownership shall be considered one development for the purpose of determining if a multi-family development falls within the major or minor category.
- (b) Developments shall not utilize phasing in any manner that would allow the project to avoid being categorized as a major or minor multi-family development.

Action Taken:

Melodie Bryant motioned to recommend approval to Board of Aldermen of the Zoning Text Amendment TXT 25-24, Article 2, Section 2-2, Article 10, Tables 10-1 & 10-2, & Article 10, Section 10-3 (I). Motion seconded by Edward Springer. The motion passed 5 yes 0 no.

Edward Springer motioned that the Shallotte Planning Board adopt the Statement of Consistency as read, seconded by Amanda Dunn. The motion passed 5 yes, 0 no.

10. Zoning Text Amendment: TXT 25-23 Staff Initiated Text Amendment to Town of Shallotte Unified Development Ordinances, Article 2, Section 2-2 & Article 10, Section 10-4 (H).

The proposed amendment to the Town's UDO updates ordinance language to permit the installation of fencing, walls, and other methods of screening within front yards in all zoning districts, for uses pertaining to utilities and/or other critical infrastructure.

The proposed amendment also defines "critical infrastructure" based on federal, state, and other municipal definitions and uses.

Staff recognize the unique nature of these uses and their potential need for additional security and screening measures, and feel that the proposed amendment clearly and justly allows for latitude for these uses only.

Action Taken:

Maria Paslick motioned to recommend approval to Board of Aldermen of the Zoning Text Amendment TXT 25-23 Article 2, Section 2-2 & Article 10, Section 10-4 (H). Motion seconded by Melodie Bryant. The motion passed 5 yes 0 no.

Maria Paslick motioned that the Shallotte Planning Board adopt the Statement of Consistency as read, seconded by Melodie Bryant. The motion passed 5 yes 0 no.

11. Zoning Text Amendment: TXT 25-25 Staff Initiated Text Amendment to Town of Shallotte Unified Development Ordinances, Article 10, Section 10-2 & Article 10, Section 10-4 (GG), Tattoo and Body Piercing Establishments

The proposed amendment also establishes additional regulations involving safety, shop location relevant to more sensitive uses, and addresses the need for separation between establishments of this type.

Action Taken:

Melodie Bryant motioned to recommend approval to Board of Aldermen of the Zoning Text Amendment TXT 25-25 Article 10, Section 10-2 & Article 10, Section 10-4 (GG), Tattoo and Body Piercing Establishments. Motion seconded Amanda Dunn. The motion passed 5 yes 0 no.

Edward Springer motioned that the Shallotte Planning Board adopt the Statement of Consistency as read, seconded by Amanda Dunn. The motion passed. The motion passed 5 yes 0 no.

Old & New Business

- a. Monthly Planning Dept. Staff Report – No action required.

12. Adjournment

Melodie Bryant made a motion to adjourn, seconded by Amanda Dunn. The motion passed 5 yes 0 no.

Respectfully Submitted,

Debra White

Debra White,
Planning Board Clerk